

70-2687

30 JUN 1970

FILE

O&M2-1

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Inspector General's Survey of the Office of Computer Services

REFERENCE : Memo from DD/S dtd 18 Jun '70; same subject

1. The following comments apply to Personnel Careerists assigned to the SIPS Task Force and are in response to referent memorandum:

a. At present there are five Personnel Careerists assigned to the Information Processing Branch of the Support Services Staff. These employees are: [redacted]

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b. In terms of frequency and level of contact with these employees, a formal schedule is not maintained for the purpose of career counseling, and some employees are contacted more frequently than others. However, a conservative estimate of frequency of contact would be an average of twice per year. Although most career counseling is conducted by my Executive Officer or Career Management Officer, I have personally held discussions with Mrs. [redacted]

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on one or more occasions during the past two years. With respect to competitive promotion practices, I believe that these are well understood by our Careerists. Of the five Personnel Careerists assigned to SIPS, four have received at least one promotion during the past three years. In the area of training, Mr. [redacted] has attended the Mid-Career Executive Development Course, Mr. [redacted] has been accepted for the Educational Program in Systems Analysis (a full year of academic study with the University of California at Irvine), and each of the other three Careerists has received job-related training during his assignment with SIPS.

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2. Aside from the above, the long-range utilization of our SIPS assignees is a matter of some concern to me. With the exception of Mr. [redacted] who has expressed the view that he should remain in the Systems Analyst field on a long-term basis, the future utilization of these Careerists is unclear at this point; and I agree with the Inspector General's recommendation that further counseling sessions with each individual will be required.

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Robert S. Wattles
Director of Personnel



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DD/S 70-2271

18 JUN 1970

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security

SUBJECT: Inspector General's Survey of the Office of
Computer Services

1. Attached is an extract from subject survey concerning Recommendation No. 3:

"That the Director of the SIPS Task Force and the heads of the DDS Career Services concerned arrange for counseling with each DDS detailee with a view to assuring the best possible long-range utilization of the individual, both from his standpoint and that of the Agency."

2. Prior to any counseling sessions with your careerists, concerning which we will be in further communication, I would appreciate your advising by 1 July 1970 the manner in which you are handling your careerists who are assigned to the SIPS Task Force — frequency and level of contact, career counseling and planning with them, competitive promotion discussions, continuing identification with parent office/career service, etc.

3. The Executive Director-Comptroller has requested a reply on this recommendation by mid-July.

SIGNED R. L. Bannerman

R. L. Bannerman
Deputy Director
for Support

Att

SOS-DD/S: [redacted] (15 June 70)

Rewritten: ADD/S:JWC/ms (18 June 70)

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20. Discussions with SIPS Employees - We received a variety of reactions and opinions in talking with the OCS and DDS employees working on the SIPS Program. The group leaders and branch chiefs seemed encouraged by the progress being made since the formation of the Task Force. They were cautiously optimistic about future progress and felt that present target dates for implementation of the major systems could be met, provided continued access to high levels of DDS management could be maintained to ensure timely decisions in respect to users' final systems design requirements.

21. Although most of the SIPS employees were very critical of the way in which the program had been managed in the past, they seemed to feel that the present "mix" of skills and talents has improved the quality of analysis and planning. Some, however, think that the present "mix" of personnel skills is not in proper balance. Those individuals feel that there are still too few ADP-oriented systems analysts and too many functional specialists and junior programmers assigned to the SIPS Task Force.

22. A number of the DDS detailees to SIPS display a keen interest in the potentialities of ADP, like the type of work they are doing, and feel that the skills and experience they are acquiring as members of the SIPS Task Group will enhance their value to their parent Career Service and increase their opportunities for career advancement. There is a low morale among other DDS detailees, however. These individuals feel estranged from their parent Career Services and think they are not in the mainstream of consideration for promotion.

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and reassignment opportunities. They have all been assured that they are considered along with all others of their service for promotion and reassignment, and it has been pointed out to them that a number of SIPS detailers have been promoted. Some of them, however, remain unconvinced and feel "trapped" in a situation they cannot get out of until the SIPS task objectives are completed, and some are still doubtful that the tasks will be completed as scheduled. A number of them, detailed to what they thought would be a one- to two-year assignment, have been working on the SIPS Program for four or five years and are depressed and discouraged by the prospect that they may have to spend two or three more years on work for which they do not feel particularly well suited or qualified. There is no easy solution to this difficult problem. The feeling that they are "trapped" tends to lower the efficiency and productivity of these employees. On the other hand, any large-scale rotation of the SIPS Group would have a serious adverse effect on the Program by requiring the training of replacements.

Recommendation No. 3

That the Director of the SIPS Task Force and the heads of the DDS Career Services concerned arrange for counseling with each DDS detailee with a view to assuring the best possible long-range utilization of the individual, both from his standpoint and that of the Agency.

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DD/S 70-2271

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which we will be in further communication, I would appreciate your advising
by 1 July the manner in which you are handling your careerists who are
assigned to the SIPS Task Force - frequency and level of contact, career
counseling and planning with them, competitive promotion discussions,
continuing identification with parent office/career service, etc. I expect
to be discussing SIPS more broadly with you in the context of this IG Survey
in the immediate future.

3. The Executive Director-Comptroller has requested a reply on this
recommendation by mid-July.

R. L. Bannerman
Deputy Director
for Support

Attachment

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